

Appropriations					
Fund/Activity		Current Appropriation	Increase/ (Decrease)	Revised Appropriation	
110		<b>GENERAL FUND</b>			
110	110	<b>General Fund - Administration</b>			
		Personnel	\$391,000	\$0	\$391,000
		Benefits	117,400	0	117,400
		Operations & Maintenance	817,700	0	817,700
		<b>Total</b>	<b>\$1,326,100</b>	<b>\$0</b>	<b>\$1,326,100</b>
110	120	<b>General Fund - Court</b>			
		Personnel	\$26,800	\$0	\$26,800
		Benefits	4,200	0	4,200
		Operations & Maintenance	38,300	0	38,300
		<b>Total</b>	<b>\$69,300</b>	<b>\$0</b>	<b>\$69,300</b>
110	234	<b>General Fund - Safety Forces</b>			
		Transfer to Safety Forces SR Fund 234	\$4,097,600	\$0	\$4,097,600
		<b>Total</b>	<b>\$4,097,600</b>	<b>\$0</b>	<b>\$4,097,600</b>
110	350	<b>General Fund - Service Department</b>			
		Operations & Maintenance	\$267,500	\$0	\$267,500
		Transfer To SCMR SR Fund 250	498,000	0	498,000
		<b>Total</b>	<b>\$765,500</b>	<b>\$0</b>	<b>\$765,500</b>
110	460	<b>General Fund - Recreation</b>			
		Transfer To Recreation SR Fund 280	\$27,100	\$0	\$27,100
		<b>Total</b>	<b>\$27,100</b>	<b>\$0</b>	<b>\$27,100</b>
110	465	<b>General Fund - Community Center Operations</b>			
		Personnel	\$40,700	\$0	\$40,700
		Benefits	6,300	0	6,300
		Operations & Maintenance	130,700	0	130,700
		<b>Total</b>	<b>\$177,700</b>	<b>\$0</b>	<b>\$177,700</b>
110	570	<b>General Fund - Building Department</b>			
		Personnel	\$85,500	\$0	\$85,500
		Benefits	36,400	0	36,400
		Operations & Maintenance	12,100	0	12,100
		<b>Total</b>	<b>\$134,000</b>	<b>\$0</b>	<b>\$134,000</b>
110		<b>General Fund - Total</b>			
		Personnel	\$544,000	\$0	\$544,000
		Benefits	164,300	0	164,300
		Operations & Maintenance	1,266,300	0	1,266,300
		Transfer to Other Funds	4,622,700	0	4,622,700
		<b>TOTAL - GENERAL FUND</b>	<b>\$6,597,300</b>	<b>\$0</b>	<b>\$6,597,300</b>

SPECIAL REVENUE FUNDS					
200		<b>FEMA Grants Fund</b>			
202		Operations & Maintenance	\$75,800	\$0	\$75,800
		<b>Total</b>	<b>\$75,800</b>	<b>\$0</b>	<b>\$75,800</b>
203		<b>Law Enforcement Grants Fund</b>			
		Personnel	\$0	\$0	\$0
		Benefits	0	0	0
		Operations & Maintenance	0	0	0
		Advance Repayment To Law Enforcement Trust Fund 800	0	0	0
		<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
210		<b>Court Improvement Fund</b>			
		Personnel	\$48,600	\$0	\$48,600
		Benefits	25,500	0	25,500
		Operations & Maintenance	7,500	0	7,500
		<b>Total</b>	<b>\$81,600</b>	<b>\$0</b>	<b>\$81,600</b>

Appropriations				
Fund/Activity		Current Appropriation	Increase/ (Decrease)	Revised Appropriation
215	<b>Veterans Memorial Fund</b>			
	Operations & Maintenance	\$42,800	\$0	\$42,800
	Advance Repayment to Capital Fund No. 420	5,000	0	5,000
	<b>Total</b>	<b>\$47,800</b>	<b>\$0</b>	<b>\$47,800</b>
218	<b>Community Center Donation Fund</b>			
	Operations & Maintenance	\$200	\$0	\$200
	<b>Total</b>	<b>\$200</b>	<b>\$0</b>	<b>\$200</b>
220	<b>Police Pension Fund</b>			
	Benefits	\$73,200	\$0	\$73,200
	Operations & Maintenance	2,500	0	2,500
	<b>Total</b>	<b>\$75,700</b>	<b>\$0</b>	<b>\$75,700</b>
234	<b>Safety Forces Fund</b>			
234	110 <b>Administration</b>			
	Operations & Maintenance	\$32,900	\$0	\$32,900
	<b>Total</b>	<b>\$32,900</b>	<b>\$0</b>	<b>\$32,900</b>
234	230 <b>Police Department</b>			
	Personnel	\$1,886,900	\$0	\$1,886,900
	Benefits	566,500	0	566,500
	Operations & Maintenance	400,600	0	400,600
	Advance To Employee Termination SR Fund 296	0	0	0
	<b>Total</b>	<b>\$2,854,000</b>	<b>\$0</b>	<b>\$2,854,000</b>
234	235 <b>Dispatchers</b>			
	Personnel	\$349,400	\$0	\$349,400
	Benefits	113,300	0	113,300
	Operations & Maintenance	175,500	0	175,500
	Transfer To Debt Service Fund 310	108,700	0	108,700
	<b>Total</b>	<b>\$746,900</b>	<b>\$0</b>	<b>\$746,900</b>
234	240 <b>Fire Department</b>			
	Personnel	\$778,700	\$0	\$778,700
	Benefits	327,400	0	327,400
	Operations & Maintenance	229,900	0	229,900
	Transfer To FEMA Grant SR Fund 202	3,800	0	3,800
	Transfer To Fire Levy SR Fund 240	39,600	0	39,600
	Transfer To Debt Service Fund 310	56,900	0	56,900
	Advance To Employee Termination SR Fund 296	20,600	0	20,600
	<b>Total</b>	<b>\$1,456,900</b>	<b>\$0</b>	<b>\$1,456,900</b>
234	<b>Safety Forces Special Revenue Fund - Total</b>			
	Personnel	\$3,015,000	\$0	\$3,015,000
	Benefits	1,007,200	0	1,007,200
	Operations & Maintenance	838,900	0	838,900
	Transfer to Other Funds	229,600	0	229,600
	<b>TOTAL - Safety Forces Fund</b>	<b>\$5,090,700</b>	<b>\$0</b>	<b>\$5,090,700</b>
240	<b>Fire Levy</b>			
	Personnel	\$550,300	\$0	\$550,300
	Benefits	63,600	0	63,600
	Operations & Maintenance	24,900	0	24,900
	<b>Total</b>	<b>\$638,800</b>	<b>\$0</b>	<b>\$638,800</b>
250	<b>Street Construction, Maintenance &amp; Repair Fund</b>			
	Personnel	\$457,600	\$8,200	\$465,800
	Benefits	170,500	0	170,500
	Operations & Maintenance	491,200	240,300	731,500
	<b>Total</b>	<b>\$1,119,300</b>	<b>\$248,500</b>	<b>\$1,367,800</b>
255	<b>License Fee Fund</b>			
	Operations & Maintenance	\$24,800	\$0	\$24,800
	Transfer To Pleasant Valley Bridge Maint	15,000	0	15,000
	<b>Total</b>	<b>\$39,800</b>	<b>\$0</b>	<b>\$39,800</b>
260	<b>State Highway Fund</b>			
	Operations & Maintenance	\$52,200	\$0	\$52,200
	<b>Total</b>	<b>\$52,200</b>	<b>\$0</b>	<b>\$52,200</b>

Appropriations				
Fund/Activity		Current Appropriation	Increase/ (Decrease)	Revised Appropriation
<b>270</b>	<b>Road Levy Fund</b>			
	Personnel	\$36,700	\$0	\$36,700
	Benefits	9,300	0	9,300
	Operations & Maintenance	1,181,500	0	1,181,500
	Transfer To Debt Service Fund 310	234,900	0	234,900
	<b>Total</b>	<b>\$1,462,400</b>	<b>\$0</b>	<b>\$1,462,400</b>
<b>280</b>	<b>Recreation Operations Levy</b>			
	Personnel	\$13,200	\$0	\$13,200
	Benefits	2,000	0	2,000
	Operations & Maintenance	46,800	0	46,800
	Transfer To Rec. Capital Project Fund 460	8,100	0	8,100
	<b>Total</b>	<b>\$70,100</b>	<b>\$0</b>	<b>\$70,100</b>
<b>285</b>	<b>Park Maintenance Fund</b>			
	Personnel	\$24,500	\$0	\$24,500
	Benefits	7,000	0	7,000
	Operations & Maintenance	59,800	0	59,800
	<b>Total</b>	<b>\$91,300</b>	<b>\$0</b>	<b>\$91,300</b>
<b>296</b>	<b>Employee Termination Fund</b>			
	Personnel	\$39,500	\$0	\$39,500
	Benefits	600	0	600
	Operations & Maintenance	900	0	900
	Advance Repayment To Safety Forces SR Fund 234	3,000	0	3,000
	<b>Total</b>	<b>\$44,000</b>	<b>\$0</b>	<b>\$44,000</b>
<b>297</b>	<b>W.H.I.S.P.E.R. Fund</b>			
	Operations & Maintenance	\$8,400	\$0	\$8,400
	<b>Total</b>	<b>\$8,400</b>	<b>\$0</b>	<b>\$8,400</b>
<b>298</b>	<b>Garfield Park Fund</b>			
	Operations & Maintenance	\$4,900	\$0	\$4,900
	<b>Total</b>	<b>\$4,900</b>	<b>\$0</b>	<b>\$4,900</b>
<b>200</b>	<b>Special Revenue Fund Group - Total</b>			
	Personnel	\$4,185,400	\$8,200	\$4,193,600
	Benefits	1,358,900	0	1,358,900
	Operations & Maintenance	2,863,100	240,300	3,103,400
	Transfer to Other Funds	495,600	0	495,600
	<b>TOTAL - SPECIAL REVENUE FUND GROUP</b>	<b>\$8,903,000</b>	<b>\$248,500</b>	<b>\$9,151,500</b>
<b>300</b>	<b>DEBT SERVICE FUNDS</b>			
<b>310</b>	<b>Bond Retirement Fund</b>			
	Operations & Maintenance	\$3,216,500	\$0	\$3,216,500
	<b>Total</b>	<b>\$3,216,500</b>	<b>\$0</b>	<b>\$3,216,500</b>
<b>320</b>	<b>Special Assessment Bond Retirement Fund</b>			
	Operations & Maintenance	\$19,100	\$0	\$19,100
	<b>Total</b>	<b>\$19,100</b>	<b>\$0</b>	<b>\$19,100</b>
<b>300</b>	<b>Debt Service Fund Group - Total</b>			
	Operations & Maintenance	\$3,235,600	\$0	\$3,235,600
	<b>TOTAL - DEBT SERVICE FUND GROUP</b>	<b>\$3,235,600</b>	<b>\$0</b>	<b>\$3,235,600</b>

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EXHIBIT A

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Appropriations				
	Fund/Activity	Current Appropriation	Increase/ (Decrease)	Revised Appropriation
400	<b>CAPITAL PROJECT FUNDS</b>			
420	<b>Capital Improvement Fund</b>			
	Operations & Maintenance	\$225,000	\$0	\$225,000
	Transfer To Veterans Memorial SR Fund 215	32,200	0	32,200
	Transfer To Debt Service Fund 310	76,000	0	76,000
	Advance To Veterans Memorial SR Fund 215	5,000	0	5,000
	<b>Total</b>	<b>\$338,200</b>	<b>\$0</b>	<b>\$338,200</b>
423	<b>Classic TIF Fund</b>			
	Operations & Maintenance	\$0	\$0	\$0
	Transfer To Debt Service Fund 310	103,700	0	103,700
	<b>Total</b>	<b>\$103,700</b>	<b>\$0</b>	<b>\$103,700</b>
441	<b>Fire Dept. Capital Project Fund</b>			
	Operations & Maintenance	\$6,100	\$0	\$6,100
	Transfer To Debt Service Fund 310	121,300	0	121,300
	<b>Total</b>	<b>\$127,400</b>	<b>\$0</b>	<b>\$127,400</b>
443	<b>Pleasant Valley Rd. Bridge Maintenance Fund</b>			
	Operations & Maintenance	\$18,000	\$0	\$18,000
	<b>Total</b>	<b>\$18,000</b>	<b>\$0</b>	<b>\$18,000</b>
444	<b>Fire Dept. Equipment Capital Project Fund</b>			
	Operations & Maintenance	\$1,100	\$0	\$1,100
	Transfer To Debt Service Fund 310	13,900	0	13,900
	<b>Total</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$15,000</b>
460	<b>Recreation Capital Project Fund</b>			
	Operations & Maintenance	\$34,800	\$0	\$34,800
	<b>Total</b>	<b>\$34,800</b>	<b>\$0</b>	<b>\$34,800</b>
400	<b>Capital Project Fund Group - Total</b>			
	Operations & Maintenance	\$285,000	\$0	\$285,000
	Transfers to Other Funds	352,100	0	352,100
	<b>TOTAL - CAPITAL PROJECT FUND GROUP</b>	<b>\$637,100</b>	<b>\$0</b>	<b>\$637,100</b>

ENTERPRISE FUNDS				
	Fund/Activity	Current Appropriation	Increase/ (Decrease)	Revised Appropriation
600	<b>ENTERPRISE FUNDS</b>			
610	<b>Sewer Service Fund -</b>			
	Personnel	\$133,400	\$0	\$133,400
	Benefits	55,000	0	55,000
	Operations & Maintenance	1,104,200	0	1,104,200
	Transfer to Debt Service Fund 310	466,400	0	466,400
	<b>Total</b>	<b>\$1,759,000</b>	<b>\$0</b>	<b>\$1,759,000</b>
641	<b>ECTW Assessment Area "C"</b>			
	Personnel	\$0	\$0	\$0
	Benefits	0	0	0
	Operations & Maintenance	171,498	0	171,498
	<b>Total</b>	<b>\$171,498</b>	<b>\$0</b>	<b>\$171,498</b>
600	<b>Enterprise Fund Group - Total</b>			
	Personnel	\$133,400	\$0	\$133,400
	Benefits	55,000	0	55,000
	Operations & Maintenance	1,275,698	0	1,275,698
	Transfer to Other Funds	466,400	0	466,400
	<b>TOTAL - ENTERPRISE FUND GROUP</b>	<b>\$1,930,498</b>	<b>\$0</b>	<b>\$1,930,498</b>

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EXHIBIT A

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Appropriations				
Fund/Activity		Current Appropriation	Increase/ (Decrease)	Revised Appropriation
800	<b>TRUST &amp; AGENCY FUNDS</b>			
800	<b>DEA Fund</b>			
	Personnel	\$0	\$0	\$0
	Benefits	0	0	0
	Operations & Maintenance	320,000	0	320,000
	Transfer to Law Enforcement Fund 203	0	0	0
	Advance To Law Enforcement Grants Fund 203	0	0	0
	<b>Total</b>	<b>\$320,000</b>	<b>\$0</b>	<b>\$320,000</b>
802	<b>Law Enforcement Trust Fund</b>			
	Personnel	\$0	\$0	\$0
	Benefits	0	0	0
	Operations & Maintenance	23,000	0	23,000
	<b>Total</b>	<b>\$23,000</b>	<b>\$0</b>	<b>\$23,000</b>
805	<b>Unclaimed Moneys Trust Fund</b>			
	Operations & Maintenance	\$36,000	\$0	\$36,000
	<b>Total</b>	<b>\$36,000</b>	<b>\$0</b>	<b>\$36,000</b>
809	<b>Petty Cash Trust Fund</b>			
	Operations & Maintenance	\$700	\$0	\$700
	<b>Total</b>	<b>\$700</b>	<b>\$0</b>	<b>\$700</b>
819	<b>Zoning Escrow Agency Fund</b>			
	Operations & Maintenance	\$4,400	\$0	\$4,400
	<b>Total</b>	<b>\$4,400</b>	<b>\$0</b>	<b>\$4,400</b>
821	<b>Construction Bond Trust Fund</b>			
	Operations & Maintenance	\$50,000	\$0	\$50,000
	<b>Total</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$50,000</b>
823	<b>Engineering &amp; Inspection Trust Fund</b>			
	Operations & Maintenance	\$60,000	\$0	\$60,000
	<b>Total</b>	<b>\$60,000</b>	<b>\$0</b>	<b>\$60,000</b>
800	<b>Trust &amp; Agency Fund Group - Total</b>			
	Personnel	\$0	\$0	\$0
	Benefits	0	0	0
	Operations & Maintenance	494,100	0	494,100
	Transfer to Other Funds	0	0	0
	<b>TOTAL - TRUST &amp; AGENCY FUND GROUP</b>	<b>\$494,100</b>	<b>\$0</b>	<b>\$494,100</b>
	<b>TOTAL - ALL FUNDS</b>			
	Personnel	\$4,862,800	\$8,200	\$4,871,000
	Benefits	1,578,200	0	1,578,200
	Operations & Maintenance	9,419,798	240,300	9,660,098
	Transfer to Other Funds	5,936,800	0	5,936,800
	<b>TOTAL - ALL FUND GROUPS</b>	<b>\$21,797,598</b>	<b>\$248,500</b>	<b>\$22,046,098</b>

ORDINANCE NO. 2013 - 40

EXHIBIT A

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# City of Willoughby Hills

## Interoffice Memo

**Date:** September 9, 2013

**To:** Mayor Robert Weger and Members of City Council

**From:** Frank Brichacek, Director of Finance *FJB*

**Subject:** 2013 Operating Budget Revision – Storm Water Management Projects Funded by the Lake County Stormwater Management Department

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Street Superintendent Nate Catania has notified me that that the City has been awarded \$248,500 in funding by the Lake County Stormwater Management Department to finance the cost of the following projects:

- **\$12,500 – Eddy Road Culver Repair** - The City received notification from two residents (36401 and 36341 Eddy Road) that their homes were having unusual basement flooding problems. Upon investigation of the complaint, it was determined that approximately 20 feet of the 36" storm sewer had collapsed. Because of the nature of the problem and the fact that the LCSMD had approved the project for funding, the Service Department was authorized by to immediately proceed with the repair.
- **\$19,075 – Gatsby Storm Sewer Extension Project** – Modifications to the existing Gatsby Storm Sewer line to alleviate flooding. The project includes:
  - Extending the storm sewer straight to outlet storm water faster
  - Swaling the adjacent property to direct the storm water flow away from the property
  - Cleaning out silt and debris from the stream
  - Opening the outlet areas at higher elevations to outlet the storm water before the cul-de-sac.
  - Restoring all areas and armor
- **\$3,696 – Trailard Lane Storm Sewer Extension** – Extending the existing line by 20 feet to eliminate storm water flow from backing up on to a property which creates septic issues and depositing of debris on the property.
- **\$7,304 – White and Rockefeller Storm Water Crossover Replacement** – Replacing an undersized storm water crossover with a 24" crossover.
- **\$4,111 – Hunting Trail Storm Sewer Repair** – Replacement of a section of the storm sewer line that came out of the ground after heavy rains eroded the ground cover and installation of more drains upstream to collect heavy storm water flow.
- **\$201,750 – Knecht/O'Brien Culvert Restoration Project** – Removal of a deteriorated/collapsed 225 foot, 24 inch culvert and restoration of the natural drainage channel to alleviate frequent storm water flooding affecting the properties located at 29329 and 29341 Eddy Road. The award amount is comprised of \$21,750 for engineering as proposed by Richard L. Bowen Associates, Inc. and an estimated construction budget of \$180,000.

The attached schedule proposes the following appropriation revisions to the 2013 Operating Budget of the City:

- Increasing the appropriation of the Street Maintenance and Repair Special Revenue Fund No. 250 by \$248,500, from \$1,119,300 to \$1,367,800, to provide for the various stormwater management projects detailed in the attached emails dated August 1, 2013 and August 29, 2013 from Street Superintendent Catania to Timothy A. Miller, Director of the Lake County Stormwater Management Department and the email dated September 9, 2013 from Timothy A. Miller, Director of the Lake County Stormwater Management Department to City Engineer Pietro DiFranco.

Based upon the receipt of this award, I will be requesting that the County Budget Commission amend the City's 2013 Certificate of Estimated Resources as follows:

- Street Maintenance and Repair Special Revenue Fund No. 250 – Increase estimated resources by \$248,500, from \$1,202,061 to \$1,450,561, to provide for the funding awarded by the Lake County Stormwater Management Department to fully finance the projects detail above.

If you have any questions regarding this appropriation change, do not hesitate to contact me. If you have any questions regarding the various storm sewer repair projects, please contact Street Superintendent Nate Catania or City Engineer Timothy A. Miller, Director of the Lake County Stormwater Management Department

Attachments (12)

C: Debbie Doles, Assistant Finance Director  
Nate Catania, Street Superintendent

# 36" Storm Sewer Collapsed.

## Service

---

**From:** Miller, Tim <Tim.Miller@lakecountyohio.gov>  
**Sent:** Friday, August 02, 2013 9:16 AM  
**To:** Service  
**Subject:** RE: Flooding at 36401 and 36341 Eddy Road, Willoughby Hills, Ohio

Hi Nate,

I will process the paperwork on this end. Please feel free to obtain quotes from contractors to perform the work. We will reimburse the City for the repairs to the storm sewer.

If the quotes come in for more than the estimate of \$12,500, let me know as soon as possible so that we can make adjustments here.

If you have any questions, give me a call.

Thanks,  
Tim

*Timothy A. Miller, MPA, CMS4S  
Director, Lake County Stormwater Management Dept.*

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**From:** Service [mailto:Service@willoughbyhills-oh.gov]  
**Sent:** Thursday, August 01, 2013 9:36 AM  
**To:** Miller, Tim  
**Subject:** Flooding at 36401 and 36341 Eddy Road, Willoughby Hills, Ohio

Tim Miller  
Lake County Storm Water Director

Tim,

I was notified by 2 residents that their homes have had unusual flooding with both getting water into the house. After investigation we found that a 36" storm sewer has a section of 20' minimum that has collapsed. These homes are located on Eddy Road 36401 and 36341.

We respectfully request authorization for funds to hire a contractor and have this fixed as soon as possible. I would estimate \$12,500.00 to replace this section and restore the area.

Thank you for your consideration

Nate Catania  
City of Willoughby Hills Service Director

# STORMWATER MANAGEMENT DEPARTMENT

## MEMORANDUM



To: Robert E. Aufuldish, President, Board of County Commissioners  
 Judy Moran, Commissioner  
 Daniel P. Troy, Commissioner  
 From: Timothy A. Miller, Director, Stormwater Management Department  
 Date: August 6, 2013  
 RE: Storm Sewer Repairs for Eddy Road in Willoughby Hills

PROVIDING STORMWATER SERVICES FOR:

- City of
  - Kirtland
  - Mentor-on-the-lake
  - Painesville
  - Willoughby Hills
  - Willowick
- Township of
  - Concord
  - Madison
  - Painesville
- Village of
  - Fairport Harbor
  - Grand River
  - Kirtland Hills
  - Lakeline
  - Madison
  - Perry
  - Timberlake

Commissioners, the City of Willoughby Hills has informed me of a 36" diameter storm sewer that has collapsed as a result of the July 20, 2013 rain event. The collapsed system resulted in flooding to two residential properties located on Eddy Road.

The City estimates that the repair will cost approximately \$12,500.00 and has requested funding assistance from the Stormwater Department.

Please accept this memorandum as a request and recommendation to reimburse the City for repairs made to this system.

As with all of these types of projects, payment to the City will only occur for actual costs incurred and verified by this office.

Thank you for your consideration of this request. If you have any questions, please do not hesitate to contact me.

IN PARTNERSHIP WITH:

- Chagrin River Watershed Partners, Inc.
- Lake County General Health District
- Lake County Soil & Water Conservation District

Cc **Joel A. Dimare Jr., Budget Director-ORIGINAL**  
 Amy Elszasz, Clerk

APPROVED

Commissioners

*Robert E. Aufuldish*  
 PRESIDENT

of

Lake County, Ohio

*Daniel P. Troy*

Attest

*Judy Moran*

*Jamie Bell*  
 CLERK

FINANCE DEPT.  
 BR. OF CO. COMM.  
 LAKE CO., OHIO

2013 AUG - 6 PM 12:45

RECEIVED

## Frank Brichacek

---

From: Diana McCann [building@willoughbyhills-oh.gov]  
Sent: Wednesday, September 04, 2013 2:00 PM  
To: frankbrichacek@willoughbyhills-oh.gov  
Subject: FW: Willoughby Hills Projects Request  
Attachments: 20130829134225058.pdf

-----Original Message-----

From: Miller, Tim [mailto:Tim.Miller@lakecountyohio.gov]  
Sent: Thursday, August 29, 2013 1:47 PM  
To: Nate Catania (NateCatania@willoughbyhills-oh.gov);  
building@willoughbyhills-oh.gov  
Cc: Pietro DiFranco (PDiFranco@RLBA.com)  
Subject: Willoughby Hills Projects Request

Hi Nate,

As per our discussion this morning , please find the approvals for the last round of projects that you emailed over. The only one I have left to process is the Rt. 91 Storm Sewer Repair. I will set up individual purchase orders for each project listed so that we can reimburse the City.

If you have any questions, please do not hesitate to contact me.

Best Regards,  
Tim

Timothy A. Miller, MPA, CMS4S  
Director, Lake County Stormwater Management Dept.

-----Original Message-----

From: Tim Miller [mailto:tim.miller@lakecountyohio.gov]  
Sent: Thursday, August 29, 2013 2:42 PM  
To: Miller, Tim  
Subject:

This E-mail was sent from "RNP91BC38" (C2820).

Scan Date: 08.29.2013 13:42:24 (-0500)  
Queries to: [stormadmin@lakecountyohio.gov](mailto:stormadmin@lakecountyohio.gov)

Orig in S5 file

# STORMWATER MANAGEMENT DEPARTMENT

ORIG - T. MILLER  
C - J. DIMARE  
C - FILE



## MEMORANDUM

To: Robert E. Aufuldish, Commissioner  
Judy Moran, Commissioner  
Daniel P. Troy, Commissioner  
From: Timothy A. Miller, Director Stormwater Management Department  
Date: August 15, 2013  
RE: Willoughby Hills Projects Request

### PROVIDING STORMWATER SERVICES FOR:

- City of
  - Kirtland
  - Mentor-on-the-lake
  - Painesville
  - Willoughby Hills
  - Willowick
- Township of
  - Concord
  - Madison
  - Painesville
- Village of
  - Fairport Harbor
  - Grand River
  - Kirtland Hills
  - Lakeline
  - Madison
  - Perry
  - Timberlake

Commissioners, I recently met with the Service Director of Willoughby Hills to discuss projects that may have come up since the July 20<sup>th</sup> flood event. The Service Director has emailed a list of projects that he would like to undertake to remedy situations that have arisen as a result of the flood event and to lessen the probability of future problems.

I have attached the cost estimates and descriptions of each of these projects and would request authorization to obtain individual purchase orders to reimburse Willoughby Hills for each. The total cost of all of the projects combined is estimated at \$32,506.00. As with all projects of this nature, actual reimbursement will only occur for costs verified by this office.

If you have any questions, do not hesitate to contact me.

Thank you.

Cc Joel Dimare, Budget Director-ORIGINAL  
Amy Elszasz, Clerk

### IN PARTNERSHIP WITH:

Chagrin River Watershed Partners, Inc.

Lake County General Health District

Lake County Soil & Water Conservation District

APPROVED  
 Commissioners [Signature]  
 PRESIDENT  
[Signature]  
 of  
 Lake County, Ohio  
[Signature]  
 CLERK  
[Signature]  
 8/21/13

CLERK OF COUNTY COMMISSIONERS  
FINANCE DEPT.  
LAKE CO., OHIO

2013 AUG 16 PM 3:54

RECEIVED

## Miller, Tim

---

**From:** Nate Catania <natecatania@willoughbyhills-oh.gov>  
**Sent:** Monday, August 12, 2013 11:19 AM  
**To:** Miller, Tim  
**Subject:** FW: More small projects

**From:** Nate Catania [mailto:natecatania@willoughbyhills-oh.gov]  
**Sent:** Monday, August 12, 2013 10:49 AM  
**To:** 'timmiller@lakecountyohio.gov'  
**Subject:** More small projects

Tim,

The following are small projects I would like to propose to remedy some flooding issues. Thank you for your consideration.

- 1.) **Extend pipe on Trailard Lane.** A storm sewer was replaced a few years ago and outlets to the old river section the west. We would like to extend it one more pipe length ( 20' In. ft. ). The flow backs up on to a property and there are some septic issues in the area. The owner of the property is getting debris on the lawn.

1 Day : Operator and mini excavator 60 x 8 hrs. = 480  
2 laborers 55 x 16 hrs. = 880  
1 - 20' length of pipe = 500  
Equipment lawn pads = 1,500  
10 % misc. = 336  
**TOTAL = \$3,696.00**

- 2.) **Replace undersized storm water crossover with 24" at White and Rockefeller.**

2 Days : 2 Operator x \$60 x 16 hrs. = 1,920  
3 Laborers x \$55 x 16 hrs. = 2,640  
32' In.ft. of 24" concrete pipe = 1,280  
25 ton stone = 500  
5 ton asphalt = 300  
10 % misc. = 664  
**TOTAL = \$7,304.00**

- 3.) **Repair 18" storm line at Hunting Trail.** Section of storm line came out of ground after heavy rains eroded ground cover. Will replace section and install more drain upstream to collect heavy water flow.

1 Day : Operator and mini excavator 60 x 8 hrs. = 480  
2 laborers 55 x 16 hrs. = 800  
40' In. ft. pipe = 800  
Topsoil, seed, straw = 350

Equipment lawn pads = 500  
10 % misc. = 221  
TOTAL = \$2,431.00

**Miller, Tim**

---

**From:** Nate Catania <natecatania@willoughbyhills-oh.gov>  
**Sent:** Thursday, August 15, 2013 8:06 AM  
**To:** Miller, Tim  
**Cc:** 'Robert M. Weger'; 'Thomas G. Lobe'; 'Pietro DiFranco'  
**Subject:** Gatsby Storm Sewer Extension

Hello Tim,

Over the past several years we have had substantial flooding of one areas at the Gatsby sub division. So much that one cul de sac is under water as much as 3' deep. This has been causing property damage and we have just been informed that one resident basement has been flooding. The City Engineer and I have come up with some solutions that could be done quickly to help reduce the flooding. The City is also in the process of adding storm sewer adjacent to the area along with a concrete project that will improve drainage. We would like to request assistance to do the following.

1. Extend the storm sewer straight where it makes a 90 degree bend to outlet the water faster.
2. Swale the adjacent property to direct the flow away from property.
3. Clean out silt and debris from stream.
4. Open outlet areas at roadway at higher elevations to outlet water before cul de sac.
5. Restore all areas and armor.

Estimated Cost \$19,075.00

Thank you for your consideration.

Nate Catania



NOTE: THIS SKETCH IS CONCEPTUAL AND FOR DISCUSSION PURPOSES ONLY. IT HAS BEEN PREPARED WITHOUT THE BENEFIT OF A CURRENT SURVEY.



RICHARD L. BOWEN AND ASSOCIATES INC.  
 181355 SPANISH BLOSSOMS, CLEVELAND, OH 44122  
 (216) 461-8000 • FAX (216) 461-8003  
 GATSBY LANE

SCALE  
 1" = 40'  
 JOB #

REVISIONS  
 REVISION

**DRAINAGE**  
 WILLOUGHBY HILLS, OH  
 GATSBY LANE 08/14/13  
**DM 1-2**

THIS ARCHITECTURAL AND ENGINEERING DRAWING IS GIVEN IN CONFIDENCE. NO USE OR DISSEMINATION MAY BE MADE WITHOUT PRIOR WRITTEN CONSENT OF THE ARCHITECT. ALL RIGHTS ARE HEREBY SPECIFICALLY RESERVED.

## Frank Brichacek

---

**From:** Pietro DiFranco [PDiFranco@RLBA.com]  
**Sent:** Monday, September 09, 2013 8:59 AM  
**To:** Frank J. Brichacek Jr. (frankbrichacek@willoughbyhills-oh.gov); Daniel J. Collins  
**Cc:** Finance@willoughbyhills-oh.gov  
**Subject:** Lake County Approval - Knecht-O'Brien Culvert Design  
**Attachments:** 1549\_001.pdf

Please see attached approval from Lake County for design of Knecht-O'Brien.

---

**From:** Miller, Tim [mailto:Tim.Miller@lakecountyohio.gov]  
**Sent:** Monday, September 09, 2013 8:35 AM  
**To:** Pietro DiFranco  
**Cc:** Nate Catania (NateCatania@willoughbyhills-oh.gov); RobertWeger@WilloughbyHills-Oh.gov  
**Subject:** Obrien-Knecht

Hi Pete,

Please find the attached memorandum that indicates that the Commissioners have authorized the Stormwater Department to obtain a P.O. for reimbursement to the City for engineering services on the O'Brien and Knecht restoration project.

This authorization is for the engineering services only and is contingent on the property owners granting a permanent easement to the City to ensure that the restoration project is not modified in the future.

If you have any questions, please do not hesitate to contact me.

Best Regards,  
Tim

*Timothy A. Miller, MPA, CMSAS*  
*Director, Lake County Stormwater Management Dept.*

---

**From:** Elszasz, Amy  
**Sent:** Thursday, September 05, 2013 12:11 PM  
**To:** Miller, Tim  
**Subject:**

Please find attached a signed copy of a request submitted to the Board of Commissioners.  
Thank you for your attention.

*Amy Elszasz, Clerk*  
Lake County Board of Commissioners  
105 Main Street  
Painesville, OH 44077  
PH: (440)350-2753  
FAX: (440)350-2672

Orig in sig file

# STORMWATER MANAGEMENT DEPARTMENT

ORIG - T. MILLER  
C - J. DIMARE  
D - FILE

MEMORANDUM



To: Robert E. Aufuldish, Commissioner  
Judy Moran, Commissioner  
Daniel P. Troy, Commissioner  
From: Timothy A. Miller, Director, Stormwater Management Department  
Date: September 3, 2013  
RE: Willoughby Hills Project Request- 29329 & 29341 Eddy Road

PROVIDING STORMWATER SERVICES FOR:

- City of
  - Kirtland
  - Mentor-on-the-lake
  - Painesville
  - Willoughby Hills
  - Willowick
- Township of
  - Concord
  - Madison
  - Painesville
- Village of
  - Fairport Harbor
  - Grand River
  - Kirtland Hills
  - Lakeline
  - Madison
  - Perry
  - Timberlake

IN PARTNERSHIP WITH:

Chagrin River Watershed Partners, Inc.

Lake County General Health District

Lake County Soil & Water Conservation District

Commissioners, there is a natural drainage channel that has been enclosed with a 24" diameter culvert pipe for approximately 225 feet. This culvert has deteriorated and collapsed at numerous locations resulting in frequent flooding.

The City, the Stormwater Department, and the City Engineer (Richard Bowen and Associates Inc.) have met repeatedly to discuss remedies to this situation. The most logical and least expensive repair option is to remove the pipe and restore the channel to a natural flowing stream.

The City Engineer has given a proposal to the City to provide engineering and surveying services to develop a complete set of construction plans for this project in an amount of \$21,750.00. Preliminary construction costs for the project have been estimated at \$180,000.00.

The City has requested funding from the Stormwater Department to complete both the engineering and construction of this project.

Please accept this memorandum as a request and recommendation to reimburse the City for the engineering and construction of this stream restoration project.

Thank you in advance for your consideration of this request. If you have any questions, do not hesitate to contact me.

Cc: Joel Dimare, Budget Director-ORIGINAL  
Amy Elszasz, Clerk

LAKE CO., OHIO  
BN OF CO. COMM.  
FINANCE DEPT.

2013 SEP -4 AM 10:40

RECEIVED

APPROVED

Commissioners [Signature]  
PRESIDENT  
of [Signature]  
Lake County, Ohio  
Attest [Signature] 9/5/13  
CLERK

RICHARD L. BOWEN ASSOCIATES INC.

June 12, 2013

Mayor Robert Weger  
City of Willoughby Hills  
35405 Chardon Road  
Willoughby Hills, OH 44094

PHONE 441 2053

FAX 441 2053

RE: Knecht-O'Brien Culvert Stream Restoration Project (29329 & 29341 Eddy Rd)  
Willoughby Hills, OH 44094  
RLB+A # 7986.08  
RLB+A Contacts: Pietro A. DiFranco, P.E., Daniel J. Collins, P.E.

13000 SHAKER BLVD

CLEVELAND OHIO 44120

Dear Mayor Weger:

WWW.RIBA.COM

We are pleased to provide this proposal for Professional Engineering Services for the Knecht-O'Brien Culvert Stream Restoration Project. The following is our understanding of the project scope, and estimate of professional fees:

PROJECT DESCRIPTION

The project consists of restoring a stream by removing a deteriorated/failed culvert (24" diameter pipe) from the properties located at 29329 & 29341 Eddy Road in the City of Willoughby Hills. It is understood from a meeting held on February 15, 2013 between Pietro DiFranco and Tim Miller with the Lake County Stormwater Management Department (LCSWD) and by request of March 9, 2013 to the LCSWD that this Project will be funded by the LCSWD (including the Engineering Design fees). The estimate of construction cost is approximately \$180,000.00 (includes a 10% construction contingency). For reference, attached is a drawing "PC01-01" used for preliminary planning and early budget establishment. Approximately 230 L.F. of the stream will be restored.

SCOPE OF SERVICES

- Prepare Project Specifications including Drawings, Legal Ad, Engineer's Opinion of Probable Cost, and Bid Documents.
- Coordination with LCSWD on drawings review and recommendations.
- Answer Contractor questions during bidding. Review of all Contractors' Bids.
- Recommendation to the City of the lowest and best bid.
- Pre-Construction Meeting.
- Answer questions from Contractor regarding Project.
- Answer questions from residents and act as City Project Representative.
- Review of Change Orders.
- Review of Payment Draw Requests submitted by Contractors.
- Project close-out and punchlist items.

ARCHITECTS

ENGINEERS

CONSTRUCTION  
MANAGERS

PROFESSIONAL SERVICES FEE

The Base Fee includes normal Engineering Services. Section 2.1(a)(b)(c) of the "AGREEMENT Between CITY OF WILLOUGHBY HILLS, OHIO and RICHARD L. BOWEN + ASSOCIATES, INC. For CITY ENGINEERING SERVICES" will govern the Base Fee for the Professional Services Fee.

As mentioned, the estimated cost for construction is \$180,000.00. Therefore, based on Section 2.2(a), the estimated Professional Services Fee for design of the improvements would be \$18,000.00.

Please note that the final total amount of Professional Services Fee will not be determined until the final construction costs are in place. Seventy-five percent (75%) of the total fee shall be paid when contract plans, specifications and detailed estimated are completed and submitted to the CITY.

Normal reimbursable expenses such as travel, drawing reproduction, color printing or special shipping are in addition to Professional Fees and will be invoiced at 1.1 times direct cost. Our estimate for reimbursables is \$250.00 and is included in Professional Services Fee above.

Please note, in accordance with Section 2.3, the following services will be provided but are not included in the Professional Service Fee shown above:

Surveying (existing conditions & easement description):	<u>\$ 3,750.00</u>
TOTAL Professional Design Fee including sub-consultants:	<u>\$21,750.00</u>

Subsequent to the acceptance of this proposal, and before the start of work, it is assumed that The City of Willoughby Hills and RLB+A will enter into a mutually agreeable contract. Please indicate your acceptance of this proposal by providing a city-issued purchase order before the start of work described in 'Scope of Services'.

Sincerely,

RICHARD L. BOWEN + ASSOCIATES INC.



Richard L. Bowen, A.I.A., NCARB  
President

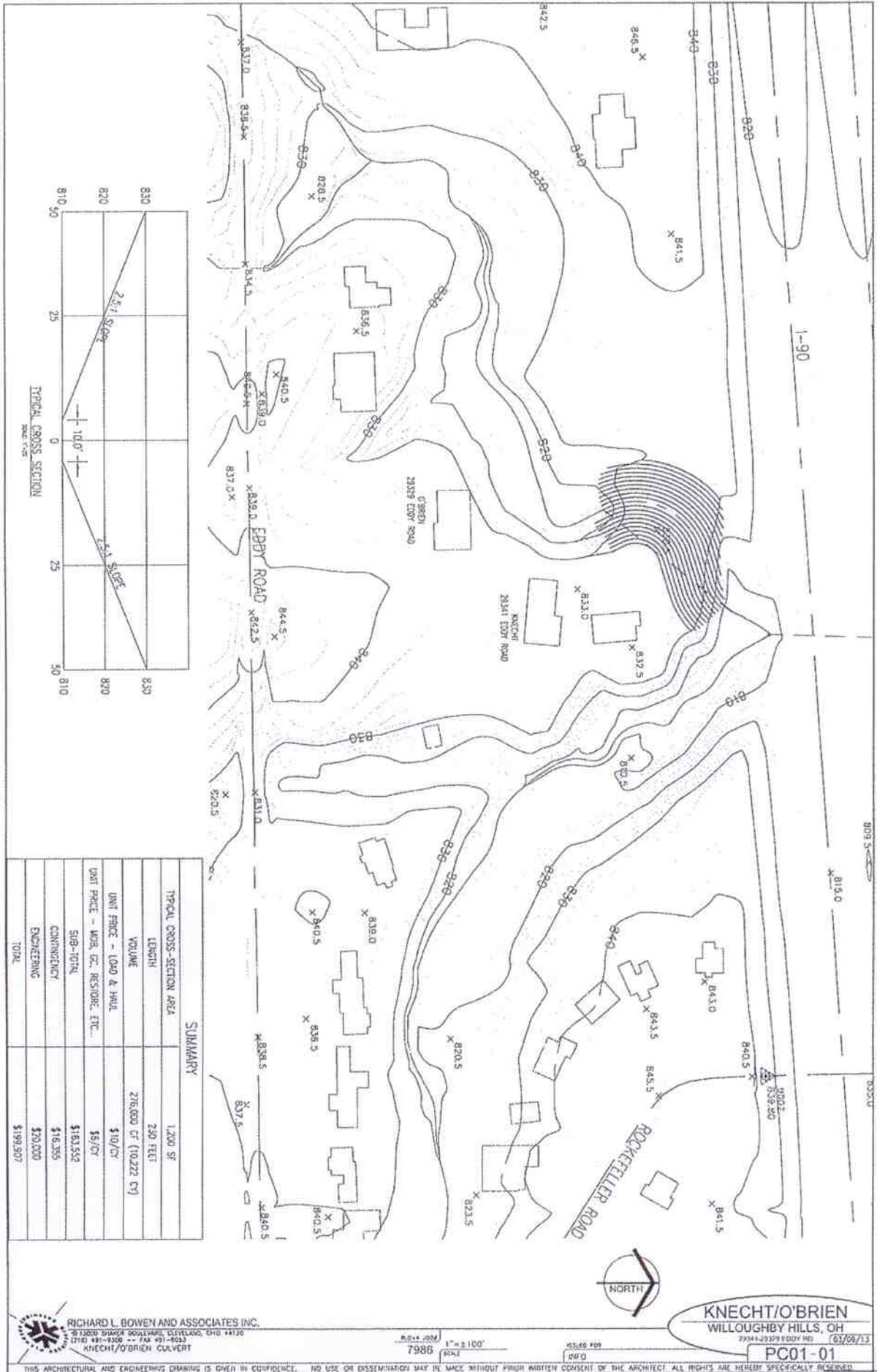
Accepted by City of Willoughby Hills (for issuance of City P.O.):

\_\_\_\_\_  
Robert Weger, Mayor

\_\_\_\_\_  
Date

Attachments (1)

RICHARD L. BOWEN + ASSOCIATES INC.



TYPICAL CROSS-SECTION AREA	
LENGTH	230 FEET
VOLUME	276,000 CF (10,222 CY)
UNIT PRICE - LOAD & HAUL	\$107/CY
UNIT PRICE - WDR, GC, RESTORE, ETC.	\$51/CY
50B-107HL	\$1,81,552
CONCRENCY	\$16,355
ENGINEERING	\$20,000
TOTAL	\$199,507

**RICHARD L. BOWEN AND ASSOCIATES INC.**  
 91200 SPANER BOULEVARD, CLEVELAND, OH 44130  
 (216) 881-8200 • FAX (216) 881-8201  
 KNECHT/O'BRIEN CURVERT

SCALE  
 1" = 100'  
 7986



**KNECHT/O'BRIEN**  
 WILLOUGHBY HILLS, OH  
 77044-2929 EDDY RD. 63/29/13  
**PC01-01**

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